# (U) DIA Contractor Security Processing (Unclassified//FOUO)

**Maurice “MO” Blount**
**SEC-3A**

September 2, 2014

*One Mission. One Team. One Agency.*
Committed to Excellence in Defense of the Nation

**This briefing is classified Unclassified//FOUO**

# AGENDA

- Nomination process
- Reciprocity/Crossovers
- Initial SCI Cases
- Polygraphs

# Nomination Process

- FSO will submit a SCI nomination sponsorship letter to the DIA COR
- DIA COR will validate that the individual nominated is on a valid DIA contract
- DIA COR or Special Security Contact Officer (SSCO) will create a TITAN record, upload the sponsor letter and submit the nomination to SEC-3A.
- COR or SSCO will be notified when the case is complete by SEC-3A.

# Reciprocity/Crossovers

- Reciprocity – Individuals currently in access with another government agency will be accepted by DIA unless new derogatory information has surfaced since the last investigation.
- Crossover – Contractor personnel change employment from one company to another with the same clearance-sponsoring agency.

# Initial SCI Cases

- Any case that does not fall in the reciprocity/crossover category will be an Initial SCI case.
- Most current SSBI will be ordered from the agency that conducted the investigation.
- File will be sent to the Adjudication Branch for SCI determination

# Polygraphs

- Contractor personnel nominated to the Personnel Security Division (SEC-3) who are currently cleared at the Top Secret/Sensitive Compartmented Information (TS/SCI) level, can transition to DIA contracts provided their counterintelligence-scope polygraph (CSP) and investigation dates are in-scope.
- The mandatory security screening process and CSP examination must be scheduled within five business days and successfully completed within 90 calendar days from the date of their transition to a DIA contract.
- Special Security Officer/Special Security Contact Officer/Contracting Officer Representative (SSO/SSCO/COR) and vendor Facility Security Officers are responsible for maintaining an updated list of contractor personnel who are transitioned from a non-DIA contract to a DIA contract under this procedure.

# RECIP without a Polygraph *Security Determination email example*

The contractor listed below has been determined eligible for SCI access; however, a security screening is required. **He/she can be indoctrinated, but the security screening must be completed within 90 days from the date of this email.**

NAME:

SSN:

COMPANY:

The screening process will include a screening interview and completion, or verification, of a current counterintelligence-scope polygraph examination. The DIA Central Processing Service Center (CPSC) will contact you to inform you on the required next steps. Once the screening process is complete, the results will be provided to SEC-3 for review.

# Initial SCI security screening email

We have received the nomination package for the following contractor(s) and determined a security screening is required:

NAME:  LAST, First Middle

SSN:  XXX-XX-XXXX

(Company)

The successful completion of the screening process is essential for security processing. The screening process will include a screening interview and completion, or verification, of a current counterintelligence-scope polygraph examination.  The DIA Central Processing Service Center (CPSC) will contact you to inform you on the required next steps.  Once the screening process is complete, the results will be provided to SEC-3 to continue processing the nomination.

In the event that you have an urgent need to contact the CPSC, please call this number 703-562-8251; however, any other questions may be directed to the undersigned.

**NOTE:  DIA does not provide travel cost for the above requirement.**

# QUESTIONS???